

February 25, 2013

Board of Selectmen
195 Main Street
Maynard, Massachusetts
01754



Re; Town Administrator Report

Honorable Board of Selectmen,

Please accept this report as an abridged version of Town Hall activities in the recent weeks;

Supervisors and DPW Laborer's Union Negotiations; We recently had our second bargaining session with both unions; Kevin Sweet ATA has been directly involved in the sessions. The mood has been cordial and cooperative to this date.

We continue to seek ways to increase efficiency and lower or control; the overall cost of delivering municipal services while rewarding employees for outstanding work.

UMASS Boston Collin's Center Economic Impact Study; In conversations with the consultants they have accessed some and available data which will be incorporated into their study. Critical information to the analysis, in the form of the developer's traffic study has just been presented to the peer review team. This information is vital to understanding various causal effects a project of this magnitude.

The Collin's Center has been advised to take the necessary time to do a comprehensive and qualitative examination of all relevant factors associated with this project. The target date of March 15 for the draft report seems to be challenged, but all parties are committed to getting solid information and allow time for digestion of the study.

WWTP Upgrades; It is always those final details that seem to linger on projects, but I wanted the BOS to be aware that we are down to one item at the plant as part of the "bonded" upgrades. The fire alarm and heat sensor systems which must be designed and installed in the stack house should be completed in the next several months. We have reached agreement with Brown and Caldwell to complete the design as part of their contract, we will then make final payment to them, the design will include a RFP for us to advertise and select a contractor. The installation should be fairly simple.

I will continue to work with Dave Simmons (Weston and Sampson) and Jonathan Keaney (Brown and Caldwell) to get this final piece done. However, you should be aware we are preparing a warrant article to appropriate some of the Sewer Enterprise Retained Earnings (formerly known as "free cash") to repair the secondary clarifier which was not part of this upgrade (not sure why) as it is in a pre-failure state according to Mr. Simmons. This repair would be required by DEP to be immediately replaced or repaired if it does fail, which it will.

WGES Solar Project; Washington Gas Energy Services and Mike Fahey have made great strides in correcting some issue associated with the Waltham Street Solar Array. We have scheduled a first week of April meeting to discuss the revenue process, "flipping the switch" event to celebrate this project and to discuss the MayDOG Park.

This project will produce over \$100,000 in revenue for FY 14 through net metering and has helped reduce our costs associated with the abandon landfill by an additional fifty thousand. To be conservative I have not included any of this revenue in our FY 14 projections as I would advise it would be wise to get one year under our belt before we consider it as part of the budgeting process. All revenue earned would go to unreserved free cash at the close of the year.

ARRT; We continue to make progress in regards to the bike way, it still remains on the Regional Transportation Improvement Program (TIP) and is slated to begin construction in FY 17. We have a couple of outstanding easement issues, but I am confident they will be resolved appropriately and on time.

I have been having regular conversations with Linda Walsh from MassDOT and Roland Bartl from the Acton Planning Department (they are the lead on this project).

Planner; The ATA has completed the job description and posting for this position and we will be posting it for 30 days beginning March 4. This will be a very important upgrade to our level of service to developers and investors who seek opportunities in Maynard.

The screening committee for this will be the Building Commissioner, the Treasurer and the Fire Chief. The incumbent will be recommended to the Town Administrator and the Assistant Town Administrator for a final decision. We will seek input from the Chair of the Planning Board during the process and before a final decision is made.

Town Administrator; As you each are aware I have been selected as a finalist in two communities near my home. I am not sure how either will unfold, as you know I have traveled this road before. Please let me first thank you for your understanding on this matter, being away from my family is difficult. If I could get a warrant article to move Maynard closer to Holyoke, there would be no decision to make for me.

I assure you I will work as hard as ever until I am no longer in your employ, if that is soon or years away it will be my pleasure. This is a wonderful community with a bountiful future. I will keep the Chair informed of any progress and be available as resource no matter what transpires.

I would like to thank you for your support and understanding.

Michael J. Sullivan
Town Administrator, Maynard